

**MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
CERTIFICATION REQUIREMENTS FOR
PERSONAL FINANCE (GRADES 9-12) - INITIAL**

I. GENERAL REQUIREMENTS:

- A.** The applicant must submit a joint application verifying contracted employment from a Missouri school district; and
- B.** Verification of a bachelor's degree or higher in an area appropriate for the subject area being taught, and four thousand (4000) hours of Department-approved, related occupational experience obtained within the most recent ten (10) years; and

II. PROFESSIONAL REQUIREMENTS:

- A.** Verification of coursework in education not to exceed eighteen (18) credit hours to include competencies appropriate for the certification area in: Curriculum; Methods; Assessment; Psychology of the Exception Child; Foundations/Implementation; and Coordination of Cooperative Education.

III. CAREER EDUCATION LICENSE TO TEACH REQUIREMENTS – CAREER CONTINUOUS

- A.** Career Continuous Career Education (CCCE) classification will be issued to an applicant upon completion and verification of the following:
 - 1.** Four (4) years of state-approved teaching experience;
 - 2.** The development, implementation and completion of a professional development plan of at least ninety (90) contact hours of professional development relating to the specific career education subject area for which the educator seeks certification and approved by the local district to include clearly stated goals for improvement and enrichment;
 - 3.** Participation in a mentoring program for a minimum of two (2) years, the guidelines for which shall be established by the local district;
 - a.** Mentors should complete training addressing communication skills and teaching standards. Training may be provided by local districts, professional associations, regional professional development centers, colleges/universities and/or DESE.
 - 4.** Verification of participation in a Beginning Career Education Teacher's Assistance Program. The assistance may include retraining, internship, counseling and in-service training; and
 - 5.** Annual participation in the district's PBTE program.

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